



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2025/B/6041632
Dated/दिनांक : 10-03-2025

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	25-03-2025 16:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	25-03-2025 16:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	60 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Finance
Department Name/विभाग का नाम	Department Of Revenue
Organisation Name/संगठन का नाम	Central Board Of Excise And Customs (cbec)
Office Name/कार्यालय का नाम	Nacin
क्रैता ईमेल/Buyer Email	suji.sompur@gov.in
Item Category/मद केटेगरी	Monthly Basis Cab & Taxi Hiring Services - Premium Sedan; 2500 km x 320 hours; Local , Monthly Basis Cab & Taxi Hiring Services - Premium Sedan; 2000 km x 320 hours; Local
Contract Period/अनुबंध अवधि	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	50 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No

Bid Details/बिड विवरण	
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria, Bidder Turnover, Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	No
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Estimated Bid Value/अनुमानित बिड मूल्य	3000000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज़ ब्रेकअप आवश्यक है	Yes
Arbitration Clause	No
Mediation Clause	No

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	60000

ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	15

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

Pay and Accounts officer
NACIN, Bengaluru, Department of Revenue, Central Board of Excise and Customs (CBEC), Ministry of Finance
(Pay And Accounts Officer, Cbic, Bengaluru)

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
4. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
6. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -
 1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
 2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
 3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated

cost.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Fleet of owned vehicles with service provider, (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):10

Drivers on Payroll (in Numbers) (Please limit the number to up to 100% of the vehicles demanded or 30 whichever is lesser):6

Minimum years (up to 5 years) of experience in related field:3

Number (upto 100%) of vehicles demanded should have been provided in a single contract to a government agency in the past three years:5

Number (up to 100%) of vehicles demanded should have been provided in the past 1 year to government agencies:5

Geographic Presence in States:Bidder Should have Registered Office in Bengaluru Urban District (Karnataka State)

Rate Per Km for Extra Usage in excess of chosen package as per the Vehicle Type selected. In case of bunch bid buyer must indicate extra KM rate for every Vehicle Type that is bunched::NA

Rate Per Hour (Inclusive of GST) for Extra Usage in excess of chosen package:NA

Scope of Work:[1741602479.pdf](#)

Monthly Basis Cab & Taxi Hiring Services - Premium Sedan; 2500 Km X 320 Hours; Local (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Vehicle Type	Premium Sedan
Type of car (Please select at least 3 options)	Maruti Suzuki Ciaz , Honda City , Hyundai Verna
Usage Variant	2500 km x 320 hours
Type of Service	Local
Year of Vehicle Model	2022 , 2023 , 2024 , 2025
Km Travelled	Upto 50,000 Kms
Air Conditioning Requirement	A/C
Area of Operation	Plains
Fuel Type	Any
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicles Required	Additional Requirement/अतिरिक्त आवश्यकता
1	Sujithkumar P Sompur	560013, No.40, HMT factory Main Raod, Adjacent to HMT School, Jalahalli	1	<ul style="list-style-type: none"> Duration in Months for which service is required : 12

Monthly Basis Cab & Taxi Hiring Services - Premium Sedan; 2000 Km X 320 Hours; Local (4)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Vehicle Type	Premium Sedan
Type of car (Please select at least 3 options)	Maruti Suzuki Ciaz , Honda City , Hyundai Verna
Usage Variant	2000 km x 320 hours
Type of Service	Local
Year of Vehicle Model	2022 , 2023 , 2024 , 2025
Km Travelled	Upto 50,000 Kms
Air Conditioning Requirement	A/C
Area of Operation	Plains
Fuel Type	Any
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Vehicles Required	Additional Requirement/अतिरिक्त आवश्यकता
1	Sujithkumar P Sompur	560013, No.40, HMT factory Main Raod, Adjacent to HMT School, Jalahalli	4	<ul style="list-style-type: none"> Duration in Months for which service is required : 12

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Generic

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

3. Purchase Preference (Centre)

Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service. If L-1 is not an MSE and MSE Seller (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, such Seller shall be given opportunity to match L-1 price and contract will be awarded for percentage of 15% of total value.

4. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

Pay and Accounts Officer CBIC Bengaluru
payable at
Bengaluru

. Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

5. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

Pay and Accounts Officer CBIC Bengaluru
payable at
Bengaluru

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

6. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Bidder shall upload duly filled in Annexures in ATC document alongwith Bid submission.

सूचना ऑनलाइन ई-टेंडर के माध्यम से वाहन किराए पर लेने बाबत /

NOTICE INVITING ONLINE E-TENDER FOR HIRING OF VEHICLES

भारत सरकार के राष्ट्रपति की ओर से, राष्ट्रीय सीमा शुल्क, अप्रत्यक्ष कर एवं स्वापक पदार्थ अकादमी, जोनल ट्रेनिंग इंस्टीट्यूट, बेंगलुरु (जिसे आगे 'नासिन, बेंगलुरु' कहा जाएगा) निम्नलिखित विवरण के अनुसार प्रतिष्ठित/स्थापित सेवा प्रदाताओं से वाहन किराए पर लेने के लिए दो अलग-अलग बोलियां आमंत्रित करता है। अर्थात् एक 'तकनीकी बोली' के लिए और दूसरी 'वित्तीय बोली' के लिए, जो निर्धारित प्रारूप में होनी चाहिए। यह बोली 05 (पाँच) वाहनों (01 संख्या स्टाफ कार + 04 संख्या ऑपरेशनल वाहन) के किराए पर लेने के लिए है, जो प्रधान अपर महानिदेशक, नासिन, जोनल कैंपस, बेंगलुरु के कार्यालय द्वारा उपयोग के लिए होंगे, जिसमें ईंधन/ड्राइवर के साथ मासिक किराए पर 12 (बारह) महीनों के लिए अनुबंध की तारीख से प्रभावी होगा।

On behalf of the President of India, National Academy of Customs, Indirect Taxes & Narcotics, ZTI, Bengaluru (hereinafter referred to as 'NACIN, Bengaluru') invites bids in two separate offers viz., one for 'Technical bid' and the other for 'Financial bid' in the prescribed format from reputed/established Service Providers for hiring of **05 (Five) vehicles (01 No. of Staff car + 04 Nos. of Operational Vehicles)**, as detailed below, for use by the Office of the Principal Additional Director General, NACIN, ZTI, Bengaluru along with fuel/driver on monthly hire basis for a period of 12 (Twelve) months effective from the date of execution of the Agreement/Contract.

S. No.	Usage	Category	Fuel Type	No. of Vehicles	Cost Ceiling (per vehicle)
(1)	(2)	(3)	(4)	(5)	(6)
1	Vehicle to be used as Staff Car for 30/31 days for maximum of 2500 Kms. in a month.	Mid-sized vehicle: Maruti Suzuki Ertiga, Honda City, Maruti Suzuki Ciaz, Hyundai Verna or similar class of vehicles.	Petrol/ Diesel	1 (One)	Rs.50,000/- + applicable GST
2	Vehicle to be used as Operational Vehicles for 25/26 days subject to maximum of 2000 Kms. in a month	Mid-sized vehicle: Maruti Suzuki Ertiga, Honda City, Maruti Suzuki Ciaz, Hyundai Verna or similar class of vehicles.	Petrol/ Diesel	4 (Four)	Rs.50,000/- + applicable GST

2. निविदा प्रक्रिया, बोली प्रस्तुत करने के लिए पूर्व-योग्यता आवश्यकताएँ, शर्तें और नियम, वित्तीय बोली की शर्तें, और भुगतान शर्तें Annexure-A में दी गई हैं। इसके अतिरिक्त, निम्नलिखित Annexure भी इस निविदा सूचना का अभिन्न हिस्सा माने जाएंगे: (i) तकनीकी बोली प्रारूप (Annexure-B), (ii) तकनीकी बोली शपथपत्र (Annexure-C), (iii) वित्तीय बोली प्रारूप (Annexure-D), (iv) वित्तीय बोली शपथपत्र (Annexure-E), (v) निविदा शर्तों और नियमों की स्वीकृति पत्र (Annexure-F), (vi) अनुभव विवरण (Annexure-G), (vii) नियमित ड्राइवरों के विवरण (Annexure-H), और (viii) वर्तमान वाहन बेड़े का विवरण (Annexure-I)।

2. The detailed tender process, pre-qualification requirements for submission of bids, Terms & Conditions, Financial Bid Conditions, Payment Terms are contained in **Annexure-A**. Further, the following Annexures shall also be treated as integral part of this Tender Notice - (i) Technical Bid Format (**Annexure-B**); (ii) Technical Bid Undertaking (**Annexure-C**); (iii) Financial Bid Format (**Annexure-D**); (iv) Financial Bid Undertaking (**Annexure-E**); (v) Tender Terms & Conditions Acceptance Letter (**Annexure-F**); (vi) Experience details (**Annexure-G**); (vii) Details of Regular drivers (**Annexure-H**); (viii) Details of current fleet of vehicles (**Annexure-I**).

3. निविदा सूचना और उसके साथ संबंधित Annexures www.gem.gov.in वेबसाइट से सेवा प्रदाताओं द्वारा निर्धारित समय सारणी के अनुसार डाउनलोड की जा सकती हैं, जो GeM पोर्टल पर पंजीकृत हैं और जो किराए पर यात्री परिवहन सेवाओं के लिए वाहन/कैब सेवाएं प्रदान करते हैं। निविदा सूचना www.nacin.gov.in पर भी डाउनलोड के लिए उपलब्ध है। बोलीदाता निम्नलिखित समय सारणी का पालन कर सकते हैं:

3. The Tender Notice alongwith Annexures thereon can be downloaded from the website www.gem.gov.in as per the schedule by the service providers who are registered on the GeM portal for provision of Supply of Vehicles /Cab Services for transportation of Passengers on hire basis. Tender Notice is also available for download on the NACIN Hqrs. website: www.nacin.gov.in. Bidders may follow the time schedule shown below:

TIME SCHEDULE OF TENDER

Sl. No.	Particulars	Date	Time
1	Tender e- publish date	Available in Bid Document on GeM portal / copy of GeM bid documents enclosed.	
2	Document download start date		
3	Bid submission start date		
4	Bid Submission last date		
5	Tender Opening date (Qualifying Bids)		

4. इच्छुक बोलीदाता/सेवा प्रदाता (जिन्हें आगे 'बोलीदाता' या 'बोलीदाताओं' के रूप में संदर्भित किया जाएगा) जो इस निविदा सूचना के साथ संलग्न शर्तों और नियमों का पालन करने के इच्छुक हैं, वे अपनी बोलियां केवल सरकारी ई-मार्केटप्लेस पोर्टल (GeM) वेबसाइट www.gem.gov.in पर ऑनलाइन प्रस्तुत कर सकते हैं। निविदा दस्तावेज़ की हार्ड कॉपी स्वीकार नहीं की जाएगी। फैंक्स/ईमेल और अन्य ऑनलाइन तरीकों से प्रस्तुत की गई बोलियां, जो GeM पोर्टल के माध्यम से नहीं की जाएंगी, उन्हें भी विचार में नहीं लिया जाएगा। बोलीदाता यह सुनिश्चित करेगा कि वह जिन दस्तावेजों को अपलोड कर रहा है, वे पठनीय हों, और जहाँ तक संभव हो, मूल दस्तावेज़ की स्कैन की हुई प्रतियाँ अपलोड करें, न कि फोटोकॉपी। यदि कोई दस्तावेज़ पठनीय नहीं है, तो उसे स्वीकार नहीं किया जाएगा, और बोली को अस्वीकार किया जा सकता है। इस मामले में किसी भी प्रकार के पत्राचार की स्वीकृति नहीं दी जाएगी।

4. Interested bidders/service providers (hereinafter referred to as 'Bidder' or 'Bidders') who are willing to comply with the terms and conditions annexed to this Tender notice, may submit their bids online only at Government e-Marketplace Portal (GeM) website www.gem.gov.in. The hard copies of Tender documents shall not be accepted. The Bids submitted by Fax/email and other online methods, other than on GeM portal, shall also not be considered. Bidder shall ensure that the documents uploaded by him are legible, and wherever possible upload the scanned copies of the original documents instead of Photostat copy. If any of the documents is not legible, it shall not be considered, and bid is liable to be rejected. No correspondence in any form will be entertained in this matter.

5. जो भी बोलीदाता ने GeM वेबसाइट से निविदा सूचना डाउनलोड की है, वह किसी भी प्रकार से निविदा सूचना में कोई परिवर्तन या संशोधन नहीं करेगा। यदि ऐसा पाया जाता है कि निविदा सूचना में किसी भी प्रकार का परिवर्तन/संशोधन किया गया है, तो ऐसी बोलियों को पूरी तरह से अस्वीकृत कर दिया जाएगा और ऐसे बोलीदाता को नासिन, बेंगलुरु के साथ किसी भी व्यवसाय में प्रवेश करने पर प्रतिबंधित किया जा सकता है।

5. Any Bidder who has downloaded the Tender Notice from GeM website **shall not tamper or modify the Tender Notice in any manner.** In case if the same is found to be tampered/modified in any manner, such Bids shall be completely rejected and such Bidder is liable to be banned from entering into any business with NACIN, Bengaluru.

6. बोलीदाताओं को निविदा प्रस्तुत करने की अंतिम तिथि तक किसी भी सुधार/परिवर्धन/संशोधन के लिए नियमित रूप से GeM वेब साइट का दौरा करने की सलाह दी जाती है। बोलीदाताओं को निर्देशों का सावधानीपूर्वक पालन करने और सभी पात्रता शर्तों को पूरा करने की सलाह दी जाती है।

6. Bidders are advised to visit GeM website **regularly till the closing date of submission** of Tender for any corrigendum/addendum/ amendment. The Bidders are advised to follow the instructions carefully and shall fulfil all the eligibility conditions.

7. बोलीदाताओं के लिए यह अनिवार्य होगा कि वे निविदा सूचना के प्रत्येक पृष्ठ और इसके साथ संलग्न सभी दस्तावेजों पर हस्ताक्षर और मुहर लगाएं, ताकि यह प्रमाणित किया जा सके कि उन्होंने उन शर्तों और नियमों को पढ़ा और समझा है, और इन्हें तकनीकी बोली के साथ प्रस्तुत करें।

7. It will be obligatory on the part of the Bidders to sign and stamp each page of the Tender Notice and all other enclosures appended to it as a token of having read and understood the terms and conditions contained therein and submit the same alongwith the Technical bid.

8. नासिन, बेंगलुरु को किसी भी या सभी बोलियों को बिना किसी कारण बताए स्वीकार करने या अस्वीकार करने का अधिकार है। किसी भी विवाद की स्थिति में, प्रधान अतिरिक्त निदेशक सामान्य, नासिन, जोनल कैम्पस, बेंगलुरु का निर्णय अंतिम और बाध्यकारी होगा।

8. NACIN, Bengaluru reserves the right to accept or reject any or all bids without assigning any reasons thereof. In case of any dispute, the decision of the Pr. Additional Director General, NACIN, ZTI, Bengaluru shall be final and binding.

(डॉ. सुजितकुमार पी. सोमपुर /
Dr. SUJITHKUMAR P. SOMPUR)
अपर निदेशक/ADDITIONAL DIRECTOR

Encls: Annexures-A to I.

ANNEXURE-A

I. GENERAL TERMS AND CONDITIONS:

- 1) The Language of Bid Submission shall be English and the currency shall be India Rupees (INR).
- 2) The Bidder can be a proprietorship firm/partnership firm/registered firm/company and should have a valid GST registration certificate.
- 3) The Bidder shall have a minimum of **three-year experience** in providing vehicles on hire basis to any Central/State Government departments/Public Sector Undertakings and the details of the same shall be furnished in the Technical Bid (Annexure-B) alongwith documents in support such as work completion certificate.
- 4) Only those Bidders, **who have their offices and workforce in Bengaluru Urban District**, shall submit their bids for this e-tender alongwith valid address proof as evidence of the same, failing which the technical bid shall not be considered for financial evaluation.
- 5) The Bidder/s, whose Agreement/Contract has been terminated by NACIN, Bengaluru in the past due to deficiency in service, are not eligible to participate in this Tender.
- 6) All information sought under this Terms and Conditions and other information has to be given along with Technical Bid (Annexure-B) while the price quote of the Bidders shall be furnished only in the Financial Bid (Annexure-D) **in GeM portal**.
- 7) The Bids alongwith relevant documents must be **uploaded online** at GeM portal **on or before the last date and time as mentioned on GeM portal**. The unsigned or incomplete Bids and/or filed after the due date & time shall not be accepted.
- 8) The Bidder shall have a fleet of at least 10 mid-sized vehicles registered in the name of the firm/company or in the name of the owner/proprietor, or leased or hired by the firm/company. The details of which shall be provided alongwith Technical Bid in the format given in **Annexure-I**.
- 9) The bidder shall ensure that the vehicles proposed to be deployed with NACIN, Bengaluru **should not be older than 3 years as on the date of submission of bid, which is mandatory**. The self-certified supporting documents as specified in the Technical bid shall be uploaded alongwith Technical Bid (Annexure-B).
- 10) The vehicles shall be in excellent working condition (both internally and externally) with shining body, preferably white in colour and having good upholstery. The Bidder shall ensure that the vehicles deployed by him are maintained hygienically cleaned thoroughly both internally and externally, and the boot space kept clear of dust, rubbish, oil, bad odor and any personal belongings of the driver.
- 11) The vehicles shall be registered within Karnataka RTO Offices only. All vehicles proposed to be provided by the successful Bidder shall possess all the necessary permits/licenses/ clearances such as , but not limited to Registration Certificate, Pollution Under Control Certificate, full comprehensive insurance, road permit, as per the Motor Vehicles Act, RTO and other applicable laws and statutory bodies and shall be compliant with any other laws for the time being in force. The Bidder shall ensure that all the vehicles proposed to be deployed shall have "FASTag" installed and the said 'FASTag' should be adequately recharged at all times. The Self-certified copies of the above certificates/documents shall be submitted alongwith Technical Bid (Annexure-B). An undertaking in this regard is required to be submitted by the Bidder in the prescribed format (**Annexure-C**) and the same shall be uploaded alongwith Technical Bid (Annexure-B).
- 12) The Bidder shall ensure that sufficient fuel is available in the deployed vehicles at all times. LPG Cylinder, however, **shall not** be used as fuel for running the vehicles to be deployed with NACIN, Be

ngaluru.

- 13) There should be at least two sets of white seat covers, towels and napkins for each vehicle. It should be changed every week. There should be sustainable, non-toxic air and fabric fresheners, air freshener, fire extinguisher in every vehicle. The items mentioned hereinabove shall be made available at the cost of the Bidder.
- 14) The responsibility for the safety and security of the vehicles provided to NACIN, Bengaluru shall be solely lies with the Bidder. It is also the Bidder's absolute responsibility to take care of any damage /repairs caused to the vehicle during the period of the contract.
- 15) The Bidder shall note that the vehicles shall be deemed to be at the disposal of the NACIN, Bengaluru and the vehicles shall be made available on all days of the month including Saturday, Sunday & Holidays, if required.
- 16) The mileage for each deployed vehicle shall be calculated based on the least distance covered of the following two routes - (i) from NACIN, Bengaluru's Office to the Pick-up/drop point and back to NACIN, Bengaluru Office; (ii) from the Garage of the Bidder upto the Pick-up/drop point and back to Garage of the Bidder.
- 17) A daily record indicating time and mileage for each vehicle shall be maintained by the Bidder and submit the same to the designated officer/s of NACIN, Bengaluru for verification.
- 18) The Bidder shall ensure that the odometers for measuring distance covered of vehicles deployed are properly sealed so that no tampering is done with a view to inflate distance travelled. The designated officer/s of the NACIN, Bengaluru would carry out surprise checks and if found defective, it should be get rectified from authorised workshop and cost thereof shall be borne by the Bidder.
- 19) The fixed monthly mileage for each type of vehicle shall not be taken for quantifying the daily mileage on pro-rata basis. The mileage per month/per vehicle shall be calculated annually after aggregating the kilometers run each month. If the vehicle does not travel the fixed kilometers in a month, then the remaining kilometers will be carried forward to the next month to the same vehicle.
- 20) The Bidder shall not sub-contract the said services under any circumstances.
- 21) The Bidder shall in no case lease/transfer/sublet the vehicles deployed to NACIN, Bengaluru.
- 22) The vehicles proposed to be deployed shall be for exclusive use of NACIN, Bengaluru and should not be used by the Bidder for any other purpose.
- 23) The driver/s to be provided alongwith the above vehicles shall be in possession of valid Driving licence and have atleast 3 years of clean record of driving experience in Bengaluru and its suburbs. In this regard, the Bidder shall submit the details of the drivers alongwith details of valid Driving Licence in the format enclosed as **Annexure-H** and the same shall be uploaded alongwith Technical Bid (Annexure-B).
- 24) The Bidder shall not change the vehicle/s deployed to NACIN, Bengaluru under the scope of this Tender Notice during the entire period of contract without the prior consultation and approval of the designated officer/s of NACIN, Bengaluru.
- 25) The Bidder shall have a valid mobile phone connection working 24 hours 7 days for contacting him in case of emergency needs and the said mobile phone number has to be informed to NACIN, Bengaluru.
- 26) The Bidder should provide a single contact person/ supervisor for the fleet of vehicles deployed to NACIN, Bengaluru. It would be the responsibility of the contact person/ supervisor to keep track of the vehicles, also any instruction regarding vehicles would be communicated by NACIN, Bengaluru to him through the mobile phone number/s furnished to NACIN, Bengaluru. It would be the responsibility of the said person to ensure that the vehicle reaches the desired location and report to the desired officer at least 15 minutes before the desired time.
- 27) The Bidder shall ensure that the Driver/s deployed by him do not have any criminal antecedents by obtaining suitable Police Verification credentials. An undertaking in this regard shall be submitted by the Bidder in format (**Annexure-C**) and the same shall be uploaded alongwith Technical Bid (Annexure-B).
- 28) The Bidder should ensure that the deployed Driver/s have a valid mobile connection and should be accessible to the designated officer/s of NACIN, Bengaluru at all times. However, no separate pay

ment shall be made by NACIN, Bengaluru for such mobile connection. The deployed driver/s shall be available on phone at all times and should refrain from using mobile phone while driving the vehicle except during exigencies.

- 29) The Driver/s deployed should be polite and courteous to the passengers of the above vehicles. The Driver/s must not smoke or drink liquor or be in intoxicated state while on duty. In case of mis-behaviour of the Driver/s or failure to oblige any of the terms and conditions of this Tender Notice, NACIN, Bengaluru shall have the discretion on the continuance or otherwise of such Driver/s.
- 30) Driver/s should wear appropriate white uniform and black shoes. Driver/s should observe cleanliness, proper etiquette and protocol while performing the duty.
- 31) The driver/s should be well conversant with roads and routes of Bengaluru including important locations and suburb areas, and well versed in using the Navigational Apps. The operation and functions of the driver/s shall be governed as per the Motor Vehicles Act and Rules, for the time being in force. The Driver/s shall always remain with the vehicle during the entire period of duty and shall not leave the place of duty without permission from the designated officer/s of NACIN, Bengaluru.
- 32) In the event a Driver/s is not able to report for duty on any particular day/days, the Bidder shall ensure that alternate arrangements are made under intimation to the designated officer/s of NACIN, Bengaluru well in advance. In case, the same is not done, NACIN, Bengaluru will be constrained to hire the required vehicle from the open market and the charges incurred will be deducted from the bill of the Bidder for the said month.
- 33) The Bidder shall not change the driver/s unilaterally without consulting the designated officer/s of NACIN, Bengaluru. Any change in the deployed driver/s shall be intimated well in advance to the designated officer/s of NACIN, Bengaluru.
- 34) If any vehicle does not report for duty on any day(s) or the driver/s reports late or there is violation of any other provision of the tender and/or if the vehicles are not provided from the desired location, then an amount calculated on pro-rata basis per day shall be deducted from the monthly bill of that vehicle. The Bidder shall also be liable for **a penalty of Rs. 1,000/- to Rs. 2000/- per day per vehicle** for each such incident besides termination of contract. Any such penalty would be deducted by this office from the monthly bill without giving any prior notice.
- 35) The Bidder shall be solely responsible for any/all disputes between him and the Driver/s deployed by him. NACIN, Bengaluru will not entertain any such dispute and there should be no claim or liability against NACIN, Bengaluru or any of its officers on this account.
- 36) The Bidder shall be responsible for any violation of Traffic Rules by the Driver/s or any contravention of Motor Vehicle Act as a result of use of said vehicles. NACIN, Bengaluru shall not be responsible for any act of misdemeanors by the driver/s, on or off the road.
- 37) In case of any accident, involving the use of vehicles and/or injury etc. to the driver/s or any other person or damages to property, all the claims arising out of the same shall be the sole responsibility of the Bidder. NACIN, Bangalore shall have no liability whatsoever in this regard.
- 38) NACIN shall not entertain any claim, damages, insurance liability, etc. arising out of mishap/accident etc. to the Driver/s deployed by the Bidder. The Bidder shall take such necessary action, under the various Acts/Rules/Laws as required to take care of Driver/s deployed including medical treatment and transportation to hospital etc. as and when required.
- 39) The Bidder shall furnish an undertaking (in the prescribed format - **Annexure-C**) to indemnify NACIN, Bengaluru against all damages/charges arising on account of or connected with the negligence of the bidder or his staff or any person under his control whether in respect of accident/injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demands thereof.
- 40) The Bidder shall be solely responsible for payment of wages / salaries, other benefits, allowances to Driver/s deployed and all other statutory/other dues payable as per applicable Central/State Government/ Municipality Rates etc., other Laws etc. as applicable to Driver/s deployed that might become applicable under any Act or Order of the Government. NACIN, Bengaluru shall have no liability whatsoever in this regard.
- 41) The Bidder shall comply with all the Labour laws in force and all liabilities in this connection shall be the responsibility of Bidder.
- 42) The Bidder should specifically note that the engagement of the Services under the scope of this Tender Notice shall not in any way confer any right on the Bidder or the driver/s that may be deployed

by him at NACIN, Bengaluru for claiming any regular employment at NACIN, Bengaluru or any other Government Office during or after the expiry of the contract period. NACIN, Bengaluru emphasizes that no employer-employee relationship can be claimed by the Bidder or the driver/s deployed by the Bidder.

- 43) Any complaints against the Driver/s should be probed into by the Bidder and action taken against the erring Driver/s, should be intimated to NACIN, Bengaluru.
- 44) The Bidder should give an undertaking (in prescribed format – **Annexure-E**) that he or his firm/company has not been blacklisted by any Organization / Government Department as on the date of submission of the Bid and the same has to be submitted along with Technical bid (Annexure-B).

II. EARNEST MONEY DEPOSIT:

- 45) The Technical Bid (Annexure-B) shall be accompanied with an Earnest Money Deposit (EMD) for **Rs. 60,000/-** (Rupees sixty thousand only) in the form of a Demand Draft drawn in favour of the “Pay & Accounts Officer, CBIC, Bengaluru”.
- 46) Bidder has to upload the proof of payment of EMD viz., the scanned copy of the Demand Draft/Banker’s Cheque along with Technical Bid (Annexure-B) and has to ensure delivery of hardcopy of the same to NACIN, Bengaluru **within 5 days** of Bid End date/Bid Opening date.
- 47) The EMD of the unsuccessful Bidder shall be returned **after 10 days** of finalization of the Tender.
- 48) **EMD EXEMPTION:** The Bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM General Terms & Conditions (GTCs) with the Technical bid (Annexure-B). Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this exemption.

III. PERFORMANCE SECURITY:

- 49) On acceptance of the bid, the Bidder has to submit Performance Security of an amount equivalent to **5%** of the value of the entire period of the contract in the form of Fixed Deposit Receipt (FDR) or Bank Guarantee from a Nationalized/Commercial Bank in favor of “Pay & Accounts Officer, CBIC, Bengaluru” at the time of award of the contract. The Performance security should remain valid for a period of **at least ninety days beyond the date of completion of the contract.**

IV. CONDITIONS FOR FINANCIAL BID:

- 50) The Financial bids of those Bidders who have qualified in the Technical evaluation only shall be opened.
- 51) In the Financial Bid, Bidders must submit separate bids for Staff Car and Operational Vehicles in the Format enclosed as **Annexure-D**, ensuring that the quoted prices do not exceed the cost ceiling specified as under:

Sl. No	Vehicle category	Fuel type	Cost ceiling per month per vehicle (exclusive of taxes)
1	For Staff Car - <u>Mid-sized vehicle:</u> Maruti Suzuki Ertiga, Honda City, Maruti Suzuki Ciaz, Hyundai Verna or similar class of vehicles.	Petrol/ Diesel	Rs.50,000/-
2	For Operational Vehicles - <u>Mid-sized vehicle:</u> Maruti Suzuki Ertiga, Honda City, Maruti Suzuki Ciaz, Hyundai Verna or similar class of vehicles.	Petrol/ Diesel	Rs.50,000/-

- 52) The bidder shall be required to furnish the Financial Bid (Annexure-D) for all the above said 5 (five)

vehicles and the same shall be without any condition, assumption, qualification reservation or variation. Any offer of Bid for less than 5 (five) vehicles will not be considered and is liable to be rejected.

- 53) Any conditional Financial Bid or the Financial Bid is at variance from prescribed specifications shall be considered ineligible and liable for rejection.
- 54) The offer of Financial Bid components shall be firm and shall not be subject to any price variation or adjustment on account of any price escalations throughout the tenure of the contract.
- 55) **The offer of Financial Bid shall be exclusive of GST.** However, all other taxes, fees, levies, insurance charges etc., other than GST, shall be borne by the Bidder.
- 56) No GST, however, will be paid if the Bidder fails to provide proof of valid GST registration and deposit of GST into the government account. However, if the Bidder is exempted from payment of GST, the same should be clearly mentioned in the Bid documents alongwith authority/legal provision for such exemption.

V. SELECTION OF L-1 BIDDER:

- 57) The selection of the lowest Bidder (L-1) will be based on the total cumulative Bid amount (lump sum) for all five vehicles put together and who fulfils all the terms and conditions given in this Tender Notice.
- 58) The contract for providing vehicles on hire basis will be awarded to the L-1 bidder (the bidder who has quoted lowest rates) who fulfils all the terms and conditions given in this Tender Notice subject to passing of physical inspection of the fleet of vehicles as per the description in this Tender Notice as well as eligibility and skills of drivers as enumerated in the Terms & Conditions above.
- 59) However, to safeguard against failure by the successful service provider in providing requisite number of vehicles, this office may empanel other bidders who are willing to provide services at same rates and as per the same terms and conditions as that of L-1 bidder (who has quoted lowest rates). In the event of non-fulfillment of the Terms & Conditions or this Tender Notice or contractual obligations by the L-1 Bidder, the contract shall be awarded to the next empaneled lowest Bidder(s) in ascending order of their Financial Bid ranking at the same rates and under the same terms and conditions as those agreed upon by the L-1 Bidder.

VI. CONTRACT PERIOD:

- 60) The successful Bidder shall be required to enter into an agreement/contract with NACIN, Bengaluru on a valid stamp paper within the specified time limit that may be informed to them in due course.
- 61) The contract will be for a period of **12 (Twelve) months** with effect from the date of entering into Agreement/Contract with NACIN, Bengaluru or any other date mutually agreed upon between the L-1 Bidder and NACIN, Bengaluru.
- 62) Upon expiry of contract period, any extension for additional period at the existing rates shall be considered as deemed fit by the Pr. Additional Director General, NACIN, ZTI, Bengaluru under exigencies.
- 63) In case of any default by the Bidder in respect of any of the Terms & Conditions, the Pr. Additional Director General/ADG, NACIN, Bengaluru may without prejudice to any other right/remedy which shall have accrued or shall accrue thereafter, terminate the contract, in whole or part, by giving **one month's notice** in writing to the bidder. The said notice will be deemed to have been issued if a Registered Copy of Notice is sent to the address of the Bidder as mentioned in the Contract or to the email ID of the Bidder furnished to NACIN, Bengaluru.
- 64) If the Bidder desires to terminate the Agreement/Contract with or without assigning any reason, shall give **one month's notice** in writing to NACIN, Bengaluru. The said notice will be deemed to have been issued if a Registered Copy of Notice is sent to the office address of NACIN, Bengaluru or to the email ID of NACIN, Bengaluru.
- 65) Any dispute arising out of the contract shall be subject to the jurisdiction of Courts of Bengaluru only.

VII. PAYMENT TERMS:

- 66) The Bidder shall submit monthly bill alongwith copy of statement of daily report, duly countersigned by the designated officer/s of NACIN, Bengaluru, in the first week of following month and the payment shall be made to the Bidder through e-payment only.
- 67) The toll charges or parking charges incurred, if any, shall be reimbursed at actuals to the bidder on production of relevant extracts showing Toll charges debited or the documentary evidence for proof of payment of parking charges, as the case may be.
- 68) At the time of payment, the taxes liable to be deducted, if any, shall be deducted at source as per Government rules and guidelines as may be prevailing at the time of payment.
- 69) Irrespective of the submission of monthly bills or receipt of payment from NACIN, Bengaluru, any dues payable relating to the services rendered **including the salary of the Driver/s**, Govt. Taxes etc., shall be promptly settled by the bidder without any default, before the 10th day of succeeding month.
- 70) The Bidder shall be responsible for timely payment of all the Government/local taxes and dues in respect of the hired vehicles.
- 71) The NACIN, Bengaluru is liable to pay only the monthly hiring charges and reimbursement of Toll charges/parking charges incurred, if any, as specified in the tender. All other liabilities such as payment to driver/s, repairs/maintenance of the deployed vehicles, insurance charges, fuel, oil/lubricants and any other incidental expenses shall be borne by the bidder.
- 72) NACIN, Bengaluru shall be at liberty to withhold any of the payments in full or in part for default in service and/or towards any loss caused to NACIN, Bengaluru on account of theft, burglary, damage to person/s or property etc.
- 73) NACIN, Bengaluru shall not make any advance payment. The payment shall be made as per availability of funds.

VIII. Miscellaneous:

- 74) During the period of Agreement/Contract, any matter which has not been specifically covered there in shall be decided by the competent authority of NACIN, Bengaluru, whose decision shall be final.
 - 75) NACIN, Bengaluru reserves the right to request fulfilment of other conditions, not expressly mentioned, which are consistent with the use of vehicles on hire by NACIN, Bengaluru.
 - 76) Any other issues that have not been specifically covered under the Terms and Conditions of this Tender, shall be decided by the Pr. Additional Director General, NACIN, Bengaluru and whose decision shall be final and the same shall be binding on all parties involved.
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ANNEXURE-B

TECHNICAL BID

(Documents, wherever applicable, to be attached to substantiate every information)

S. No.	Technical Parameter	Details
1	Amount of Earnest Money Deposit/Bid Security (Refundable)	Rs___
2	Particulars of Demand Draft/Bankers' cheque/ pay Order	No. Date: Drawn No. Branch: Page No.....
3	In case of EMD exemption claimed, the documentary evidence in support. (Self-certified copies to be attached)	Page No.....
4	Name of the Organization/ Firm/ company with full address with PIN code, Phone No (Mobile/Landline), email ID.,etc.	
5	Name of the Proprietor in case of Proprietorship firm or Names of all the Partners/ Directors in case of Partnership firm or Company. (Self-certified copies of Aadhar card to be attached)	Page No.....
6	PAN No. of the Firm/company as allocated by the Income Tax Department. (Self-certified copies to be attached)	Page No.....
7	Income Tax Returns filed for last three years. (Self-certified copies to be attached)	Page No.....
8	The bidder should have a minimum average annual turnover of Rs.50 lakhs during the last three years. Turnover Certificates duly certified by Chartered Accountant for the Financial Years 2021-22, 2022-23, 2023-24	2021-22 Page no..... 2022-23 Page no..... 2023-24 Page no.....
9	The bidder should have a minimum experience of three years in providing vehicles to various Central/ State Government departments/ organizations. (The bidder to indicate the years of experience against this column and furnish self-certified copies of documents in support of the same).	Annexure-G - Page no..... Work Completion certificates Page Nos.....

10	List of Central/State Government departments where similar service is provided. (self-certified copies of supporting documents to be enclosed).	Page Nos.....
11	Details of the regular drivers as per Annexure H & Technical Bid Undertaking	Annexure-H - Page no..... Technical Bid Undertaking - Annexure-C - Page no.....
12	Details of the vehicles as per Annexure-I alongwith copies of Registration Certificates (RCs); Insurance; & Pollution Under Control Certificate (PUC)	Annexure-I - Page no.... RC copies - Page Nos..... Insurance copy - Page no... Pollution under Control Certificate - Page no.....
13	Name of the Coordination Manager/Supervisor of the bidder and his valid mobile phone number.	
14	GST Registration Certificate Number. (Self-certified copy of GST Registration Certificate to be attached).	GSTIN no..... Page No.....
15	Undertaking to indemnify the department against all damages/ charges	Undertaking - Annexure-C Page no.....
16	All pages of this Tender Notice must be signed by the bidders, in token of his / their understanding / acceptance.	Signed Tender Document Page no.....
17	Whether black listed by any Central/State Government department/undertakings or any Court of Law? If so, indicate details alongwith self-certified copies in support. An undertaking in this regard also to be furnished.	Details Page Nos..... Undertaking - Annexure-C Page
18	Any other information to be considered:	

Note:- Non-qualification in above criteria will result in disqualification of bid.

I/we have read the terms and conditions of the Tender Notice alongwith its Annexures and it is to certify that the information furnished above is true & correct.

Date:

Place:

Seal / Stamp of the organization

Signature of authorised person

Full Name:

(Enclose Aadhar/PAN Card/Any Government Photo ID card copy)

ANNEXURE-C

TECHNICAL BID DECLARATION

(To be submitted alongwith the Technical Bid)

1. I/we, _____, Son/Daughter/Wife/Husband of Shri/Smt. _____, Proprietor/Director/Authorized Signatory of the _____ (Agency/Firm) am/have competent to sign this declaration and execute this tender document;
2. I/We, the undersigned, offer to provide vehicle in conformity with the terms & conditions of contract and specifications for the amount quoted in the Financial Bid;
3. The vehicles provided by me/us to your office would be of latest model and would not be older than 3 years as on the date of submission of bid.
4. I/we would ensure that the drivers deployed by me/us to NACIN, Bengaluru do not have any Police records/ Criminal cases (previous or pending) against them nor they have been involved in more than two punch or challan/s for negligent driving. I/we would make adequate enquiries about the antecedents of the drivers before deputing them for service to this Office.
5. The drivers deployed by me/us would have experience of minimum 3 years and should be well versed in using Navigational Apps.
6. NACIN, Bengaluru shall not be responsible for any challan, loss, damage or any accident of the vehicle or to any other vehicles or for the injury to the driver or to any other third party. The loss or damage or legal expenses on this account shall be borne by me/us.
7. I/we undertake to indemnify NACIN, Bengaluru against all damages/charges arising on account of or connected with the negligence on my part or my staff or any person under my/our control whether in respect of accident/injury to the person or damages to the property of any member of the public or any person or in executing the work or otherwise and against all claims and demand thereof.
8. I/we undertake that the deployed vehicle are having valid RC, PUC, Insurance, fitness certificate and all other required documents, as per laws in force in this context.
9. I/we understand that non-compliance of any condition of this Tender Notice will result in the disqualification of my bid.
10. I/We, undertake to enter into agreement/contract within the stipulated time limit that may be intimated by NACIN, Bengaluru in due course and on being called upon to do so and bear all expenses including charges for stamps, typing etc. and agreement/contract shall be binding on us;
11. It is hereby certified that the rate quoted by me/us in our Financial bid is inclusive of salary and daily bata of the deployed driver/(s)s, fuel expenses, repair/maintenance expenses of the deployed vehicles and other incidental expenses except GST, if any payable;
12. I/We have carefully read and understood all the terms and conditions of the tender notice and undertake to abide by them;
13. The information / documents furnished alongwith the bids are true and authentic to the best of my/our knowledge and belief;
14. I/We, am/are well aware of the fact that furnishing of any false/ misleading information/ fabricated document/(s) would lead to rejection of my/our bids at any stage.

e;

Date:

Place:

Seal / Stamp of the organization

Signature of authorised person

Full Name:

(Enclose Aadhar/PAN Card/Any Government Photo ID card copy)

ANNEXURE-D

FORMAT FOR FINANCIAL BID

A) For Staff Car:

Type of vehicle	Amount in Rs. per month for hiring one staff car vehicle for 2500 kms for 30/31 days per month (Exclusive of Taxes)	Remarks, if any

B) For Operational Vehicles:

Type of vehicle	Amount in Rs per month for hiring 1 operational vehicle for 2000 kms per month for 25/26 days in a month (Exclusive of Taxes)	Total Amount in Rs. per month for hiring 4 (Four) operational vehicles for 2000 kms per month per vehicle for 25/26 days each in a month (Exclusive of Taxes)	Remarks, if any

Note: The L-1 Bidder shall be determined based on the least total cumulative amount (lump sum) quoted in respect of (A)+(B) above taken together.

Date:

Signature of authorized person

Place:

Full Name:

Seal / Stamp of the organization

ANNEXURE-E

FINANCIAL BID UNDERTAKING

1. I/We _____ (name) submit the Financial Bid for Tender No. _____ (name/no.) and related activities envisaged in the Bid document.
2. I/We have thoroughly examined and understood all the terms and conditions as contained in the Bid document, and agree to abide by them.
3. I/We offer to work at the rates as indicated in the Financial Bid.
4. I/We, hereby certify that I/we have not been blacklisted/terminated/debarred by any Central/State Government Ministry/Department/Organization and PSUs or c

ome to the adverse notice of any other organization

5. I/We undertake that I/We have carefully studied all terms and conditions of the tender and shall abide by them.

Date:

Place:

Seal / Stamp of the organization

Signature of authorized person

Full Name:

ANNEXURE-F

TENDER TERMS & CONDITIONS ACCEPTANCE LETTER

(To be given on Company/Firm's Letter Head)

Date:

To

Sir/Madam,

Sub: Acceptance of Terms & Conditions of Tender.
Tender Reference No:

Name of Tender / Work: -

1. I/We have downloaded/obtained the Tender Notice for the above mentioned 'Tender/Work' from the web site(s) namely: _____;
2. I/We hereby certify that, I/we have read the entire Terms & Conditions of the Tender Notice including all Annexures which form part of the Agreement/Contract and I/We shall abide by the Terms & Conditions/clauses contained therein;
3. The corrigendum(s)/addendums issued from time to time by NACIN, Bengaluru have also been taken into consideration while submitting this acceptance letter;
4. I/We hereby unconditionally accept the Terms & Conditions of the above mentioned Tender Notice/corrigendum(s)/addendums in its totality/entirety;
5. In case any provisions of this Tender Notice are found violated, then NACIN, Bengaluru shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full earnest money deposit absolutely.

Date:

Place:

Seal / Stamp of the organization

Signature of authorized person

Full Name:

-

-

-

-

ANNEXURE-G

EXPERIENCE DETAILS

(self-certified copies of completion certificates to be attached)

S. No.	Name of hirer	Hiring Period	Number of vehicles supplied	Completion certificate date
1		2021-22		
2		2022-23		
3		2023-24		

Date:

Place:

Seal / Stamp of the organization

Signature of authorized person

Full Name:

ANNEXURE-H

DETAILS OF DRIVERS

(minimum of 5 drivers to be given)

S. No.	Driver Name	License Number	Issuing Authority	Issue Date	Valid Upto	Private/ commercial
1						
2						
3						
4						
5						
6						

Date:

Place:

Seal / Stamp of the organization

Signature of authorized person

Full Name:

-
-
-
-
ANNEXURE-I

-
DETAILS OF CURRENT FLEET OF VEHICLES

(Details for minimum of 10 vehicles to be furnished alongwith self-certified copies of relevant documents)

S. No	Regn. Number	Owned/ Leased/ Hired	Make and Model / Color / Fuel Type	Year of Mfrg. / No. of KM run as on date of submission of Bid	Insurance Number & Validity date	PUC Certificate Number and validity date	Commercial/ Private	Whether 'FASTag' installed Y/N
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

Date:

Place:

Signature of authorized person

Seal / Stamp of the organization

Full Name:

7. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

8. Buyer Added Bid Specific SLA

File Attachment [Click here to view the file.](#)

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in

the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---